

***SUPPLEMENTAL DEVELOPMENT STANDARDS***

***HIGHLAND PARK COMMERCIAL  
SUBDIVISION***

***CITY OF WEST MONROE, LOUISIANA***



## ***Purpose and Intent***

These development standards are established for the purpose of promoting a more consistent, aesthetically-please building and site design within the Highland Park Commercial Subdivision. The intent is to convey the City's vision for the development as reflected in specific and general quality standards. They are intended to establish and maintain high standards in order to promote community pride and foster private investment. These guidelines reference and supplement applicable sections of the City's Code of Ordinances, which can be found at [https://library.municode.com/la/west\\_monroe/codes/code\\_of\\_ordinances](https://library.municode.com/la/west_monroe/codes/code_of_ordinances).

## ***Applicability***

These standards apply to development within the Highland Park Commercial Subdivision. The standards in this manual are supplemental to other adopted local, state and federal requirements. All standards in the City's Code of Ordinances and other building & development regulations shall be met. In the case of conflict, provisions for health, safety and welfare shall be the higher standard. Petitioners seeking an interpretation of these standards regarding the intent, applicability or need, shall make a written request to Building and Development Department.

## ***Process***

All development within Highland Park Commercial Subdivision shall be for reviewed for design and development standards according to these guidelines and City Codes prior to construction. Please contact the City's Department of Building and Development at (318)396-2600 for more information.

## ***Identity and Theme***

The general theme of the overall development is that of "Natural Wetlands". This property has a long history of connecting our citizens with the natural beauty contained within its wetlands. For over fifty years, it was operated as a municipal golf course. The property has now been transformed into a multi-use development that preserves the wetlands, while adding beneficial flood storage detention basin, a residential subdivision, and this commercial subdivision. This development exemplifies the successful co-habitation of commerce, community, recreation and nature.

Development should promote the natural wetland theme through use of design, colors, and vegetation. Site design shall result in functional and visual harmony with this theme, preserving site lines to the wetlands and nature trails whenever possible.

## ***Architectural Styles***

The buildings within the Highland Park Commercial Subdivision should be of traditional architectural styles befitting a neighborhood activity center and reflecting through colors and accents its place amongst the natural wetlands. The following styles are provided for general guidance. Developers should coordinate with the City for approval. Site plan submittals shall include elevations and renderings for all sides, and identification and photo samples of all exterior materials, including roofs. Any special style features and treatments shall be identified and shown. High-contrast, high-intensity, and metallic colors are prohibited.

**Colonial Revival**—Entrance stairs typically centered on the main façade, porches may be portico/simple entry porches, simple classic columns spaced evenly across the front façade, simple railings and balusters, symmetrical façade, gable, hip or gambrel roof, with roof over porch. Dormers with hip or gable are to be a defining characteristic, horizontal wood or asphalt shingles or material with similar look, defining chimney lines, windows are paired double-hung with upper sash being divided and lower is a single pane. Windows are detailed with simple surrounds and sometimes framed by wooden or wrought iron grills. Doors are often flanked by fixed glass sidelight, surrounded by simple classical trim. Shutters may or may not be used.

**Southern Small Town** – *\*By special approval only. This design is to be used where multiple businesses are located on a single tract with zero or minimal distance between buildings.\** Asymmetrical in shape with multiple facades. Each storefront shall be distinguished with a different façade of distinct brick or smooth masonry with or without a parapet. Medallions are to be used at building corners as a distinguishing feature. Casement or double hung windows with ornamental surround, picture windows with awnings, or bay windows shall be used. Entryways are to be recessed with one or two panel glass door or full glass door, and side or top lights/windows may be used. Roofs are to be flat or gable or a combination. Alternating eaves widths with plain fascia or boxed cornice shall define the roof. Awnings of coordinating color, shape and size are to be used. No shutters

**Contemporary Commercial** – *\*In locations approved by the City.\** Straight lines, asymmetrical or symmetrical in design. Brick or stucco façade. Windows shall be symmetrical picture windows. Colors and accents should be used to reflect the overall theme and maintain consistency with the other buildings in the development.

## ***Building height***

Buildings shall be a maximum of 35 feet in height. If a building is three (3) stories or more, a fire sprinkler system throughout.

## ***Colors***

Building and signage colors should be of natural colors that are harmonious with the “wetland” theme of the overall development. Corporate colors on signs and logos are permitted. Otherwise, high-contrast, high-intensity, and metallic colors are prohibited.

## ***Connectivity***

Where applicable, site design shall include connection to streets and sidewalks located within City right-of-way. These improvements must safely accommodate pedestrians, non-motorized and motorized vehicles moving across, to, and through the private development. ADA guidelines must be met at all connections and transitions to public streets and sidewalks.

## ***Control of Access***

There shall be no access permitted across areas designated as “Control of Access” on the property plat. No driveways or other connections will be permitted directly onto North 7<sup>th</sup> Street (La Highway 143). Restricted access may be permitted along the following segments of City right-of-way: Otis Street, from North 7<sup>th</sup> Street to Highland Park Drive; Arkansas Road, from North 7<sup>th</sup> Street to Highland Park Drive; Pinecone Drive (both sides), and Firecracker Drive (both sides). Restricted access will be considered on a case-by-case basis and can include “right-in, right-out” or “one-way” access. Permitting of drives within restricted access areas may require a traffic study, or other data relevant to the property use, to be supplied by the developer.

## ***Driveways***

See “Control of Access”.

## ***Dumpsters***

See “Service Areas”.

## ***Exterior Facade***

All sides including the rear of buildings shall have an enhanced façade which reflects the architectural design of the front of the building.

## ***Fences***

Fences shall be consistent with the building design. Stained wood and coated chain link fences may be used in areas not visible from the street and black decorative wrought iron fences may be used in approved areas. Split rail, stockade or similar

type fencing is prohibited.

### ***Frontage Lots***

Lots along North 7<sup>th</sup> Street shall be developed in such a manner as to present a finished building front facing North 7<sup>th</sup> Street, as well as signage, entrance and parking configurations that accommodate vehicular entrance into the property via Highland Park Drive.

### ***Landscaping***

See Code of Ordinances, Chapter 5, Article J – Landscaping Requirements. Certain types of trees and grasses may be approved by the City, if they are reflective of the overall theme of the development. All greenspace on private property shall be maintained on all sides.

### ***Outdoor Sales and Storage***

Permanent, long-term or seasonal outdoor sales are permitted by Special Exception only. Outdoor storage is prohibited.

### ***Parking Lots***

Parking requirements can be found in the Code of Ordinances, Chapter 12, Article E – Off-Street parking. All designated parking areas within the development shall be paved (asphalt or concrete), with parking spaces and vehicle lanes permanently identified with pavement markings and other common traffic devices. Parking spaces located near the property lines shall be provided with adequate security and lighting, and wheel stops to avoid encroachment of vehicles onto the right-of-way.

### ***Service Areas***

Service areas, including dumpsters shall be visually screened from public view by a solid masonry wall, which is minimum height of six (6) and maximum of eight (8) feet, measured from finished grade. The wall shall be decoratively finished concrete masonry, brick, stucco, or other material matching the exterior of the principal building. No part of a dumpster or materials stored within any service area shall extend above the required masonry wall. Chain link, unpainted block walls, barbed wire and wood are prohibited as part of a wall. Dumpster areas shall have an access gate that latches, pursuant to the Department of Public Work's approval.

Service areas proposed to locate adjacent to any roadway are not permitted unless the area is enclosed such that all sides appear as a primary façade similar to the principal building, including design, detail, finished material and landscaping. Service and dumpster areas shall be directed away from any adjacent residential development or pedestrian thoroughfare.

By special approval, screening plants/trees may be used in conjunction with, or instead of a wall, per Code of Ordinances, Section 12-

5096 (h).

### ***Signage***

To ensure coordinated signage throughout the commercial subdivision, a site signage plan shall be included in the development review packet. This plan shall include the location and material of signage for buildings, monuments, directional, information, kiosks, wayfinding, etc. Building signage will be limited to primary buildings and may include perpendicular (or hanging) storefront signs with the bottom of the sign measuring 8 feet from the ground. Site signage will be limited to monument signs. Pole signs, billboards, off-site signs, neon and banner signage are prohibited.

Signage material shall match or complement the material and architectural style of the main building. To prevent a proliferation of individual signs, signage is limited to one monument sign per parcel with a minimum separation of 50 feet from adjacent property signage, and building wall signage only. Lots with frontage on North 7<sup>th</sup> Street may be allowed (by permit) a second monument sign on Highland Park Drive. Upon request, electronic message boards may be permitted for use on monument and wall signs, with a maximum area of 8 sq. ft.

### ***Stormwater Management***

Site grading and drainage facilities should be designed to capture and divert stormwater into the public drainage system. Connections to the City system should be made at existing catch basins located nearest the site. Where multiple catch basins are available on the site perimeter, the flow should be distributed approximately equally to each basin. Runoff should not be allowed to leave the developed site via overland flow, except for within the immediate vicinity of driveways connecting to a public street. Runoff shall not leave the site as concentrated stream flow onto adjacent (public or private) property. Stormwater that flow across the property in its pre-developed condition shall be accommodated without impoundment or other adverse impact to adjacent properties. A Drainage Impact Statement and Drainage Plan shall be submitted for approval prior to construction. Also reference the Code of Ordinances, Part 12, Chapter 6 – Flood Damage Prevention.

### ***Utilities***

All utility lines shall be placed underground.